



# **PHARMACY PRESCRIPTION PRACTICES (PPP)**

## **USER MANUAL**

Version 1.0  
April 1995

(Revised August 2002)



## Revision History

Any changes subsequent to the initial release of this manual are listed below. The users should update the manual with the pages listed under the Revised Pages column.

Date	Revised Pages	Patch Number	Description
08/2002	All		Document reformatted to meet national and local documentation standards. Added Revision History page and blank pages for two-sided copying. Renumbered pages and relocated Appendices between Glossary and Index. Except where noted under Patch PPP*1*35, no content changes were made.
08/2002	All	PPP*1*35	Replaced references and processes related to Minimal Patient Dataset (MPD) on CD-ROM with Master Patient Index/Patient Demographics (MPI/PD). Removed references to QUME terminals. Modified <i>Build/Rebuild Other Facility Xref</i> option description and example. Changed facility domain name suffix from VA.GOV to MED.VA.GOV. Deleted MPD EXTENDED ADDRESS, LOCATION OF DPT GLOBAL, and LOCATION OF TMP GLOBAL parameters and revised related examples. Updated Title Page, Table of Contents, examples, and Index.
03/1996	27a	PPP*1*2	Add new option <i>Add/Edit Merged Sites</i> [PPPMERGED SITE EDIT]
04/1995			Original Released User Manual.

# Preface

This is the user manual for the Pharmacy Prescription Practices (PPP) software package. This manual is designed to provide guidance in daily usage of the Pharmacy Prescription Practices software to a broad range of users within Department of Veterans Affairs (VA) medical facilities.

# Table of Contents

<b>1. Introduction.....</b>	<b>1</b>
1.1. Option Overview .....	1
1.2. Related Manuals .....	2
1.3. File names and numbers .....	2
<b>2. Orientation .....</b>	<b>3</b>
2.1. User Responses.....	3
2.2. Option Documentation .....	3
2.3. List Manager.....	3
2.4. Icons .....	3
<b>3. Package Management.....</b>	<b>5</b>
<b>4. Package Operation .....</b>	<b>5</b>
4.1. On-line Help .....	5
4.2. Non-menu Background Job Options .....	6
4.3. Menu Options .....	6
4.3.1. Build/Rebuild Other Facility Xref [PPP BUILD FFX] .....	6
4.3.2. Edit Unresolved Domain Entries [PPP EDIT DOMAIN] .....	7
4.3.3. Edit Other Facility Cross-Reference [PPP EDIT FFX] .....	9
4.3.4. Print Other Facility Cross-Reference [PPP PRINT FFX] .....	10
4.3.5. Display Visits To Other Facilities [PPP DISPLAY FOREIGN VISITS].....	13
4.3.6. Purge Log File [PPP PURGE LOGFILE MENU].....	15
4.3.7. Edit Parameter File [PPP (EDIT) PARAMETER] .....	16
4.3.8. Print Log File [PPP PRINT LOG] .....	18
4.3.9. Initialize Statistic File [PPP INIT STAT].....	19
4.3.10. Print Statistic File [PPP PRINT STATISTICS] .....	20
4.3.11. Purge Other Facility Xref [PPP XREF PURGE].....	21
4.3.12. Add/Edit Merged Sites [PPP MERGED SITE EDIT].....	21
<b>Glossary .....</b>	<b>23</b>
<b>Appendix A - List Manager .....</b>	<b>25</b>
<b>Appendix B - Medication Profiles .....</b>	<b>27</b>
<b>Index.....</b>	<b>29</b>

*(Page added for two-sided copying.)*

# 1. Introduction

The Pharmacy Prescription Practices (PPP) software consists of eleven menu options and one background task, which is scheduled daily. Together these provide the functionality necessary to alert pharmacy personnel to the existence of medications that may have been prescribed at other VA facilities. This software has been integrated with four packages to provide the following: a method of extracting pharmacy data from remote hospitals using the Patient Data Exchange (PDX) package; a history of patient visits from the Master Patient Index/Patient Demographics (MPI/PD) package; and information on local patients, including their scheduled clinic appointments and active pharmacy data, through the MAS (PIMS) and Pharmacy packages.

## 1.1. Option Overview

To the left of each option is the shortcut synonym that can be used to quickly enter the option.

**BFFX Build/Rebuild Other Facility Xref [PPP BUILD FFX]**

This option is a background task which builds a file containing station number, last date of visit at each facility, and other data for patients who have visited other VA facilities. The file is used to determine whether a PDX request is needed prior to a patient's clinic appointment and provides data for medications prescribed at the other facilities.

**CONS Add/Edit Merged Sites [PPP MERGED SITE EDIT]**

This option allows consolidated sites to be added to the PPP CONVERSION SITE file, preventing multiple requests from being sent for the same patient.

**NOTE:** This option has not been assigned to a menu but should be assigned to the menu of the person responsible for this package.

**DOME Edit Unresolved Domain Entries [PPP EDIT DOMAIN]**

This option allows the user to change the domain name for all patients of a selected station who have visited other facilities when the domain remains unresolved after using the *Build/Rebuild Other Facility Xref* option.

**FFXE Edit Other Facility Cross-Reference [PPP EDIT FFX]**

This option is used to add, edit, or delete the last date of visit and domain name of an entry in the PPP FOREIGN FACILITY XREF file.

**FFXP Print Other Facility Cross-Reference [PPP PRINT FFX]**

This option allows the user to print a single report or a range of reports in the PPP FOREIGN FACILITY XREF file.

**FORD Display Visits To Other Facilities [PPP DISPLAY FOREIGN VISITS]**

This option allows the user to view or print all available data concerning visits to other facilities by a specified patient.

**LPRG Purge Log File [PPP PURGE LOGFILE MENU]**

This option scans the PPP LOG file and deletes any records with an entry date older than the value stored in the PPP PARAMETER file.

**PARM Edit Parameter File [PPP (EDIT) PARAMETER]**

The PPP PARAMETER file establishes the local operating parameters for the Pharmacy Prescription Practices package. This option is used to enter/edit the PPP parameters.

**PLOG Print Log File [PPP PRINT LOG]**

The *Print Log File* option is used to print the entries from the PPP LOG file. The PPP LOG file contains all significant events and error conditions encountered while running the Pharmacy Prescription Practices software.

**STAI Initialize Statistic File [PPP INIT STAT]**

This option resets all of the values in the PPP STATISTIC file to zero.

**STAP Print Statistic File [PPP PRINT STATISTICS]**

This option is used to print the contents of the PPP STATISTIC file.

**XPRG Purge Other Facility Xref [PPP XREF PURGE]**

This option scans the PPP FOREIGN FACILITY XREF file and deletes any records with a last date of visit older than the value stored in the PPP PARAMETER file.

## 1.2. Related Manuals

Related manuals include the Pharmacy Prescription Practices Technical Manual, Package Security Guide, and Installation Guide.

## 1.3. File names and numbers

Files are referenced in this manual without their associated file numbers. For more detailed information on file and field numbers, see the Pharmacy Prescription Practices Technical Manual.



## 2. Orientation

### 2.1. User Responses

All user responses in this manual are shown in boldface type. The symbol <Enter> is used to show when to press the Return or Enter key as a response to the prompt. The symbol <^> is used when referring to the up-arrow (caret).

### 2.2. Option Documentation

Each option is described, including its use and any special instructions related to the option. An example of what might appear on the screen when using the option is provided. If the option produces an output, an example is also given. Special notes are enclosed in a text box for emphasis.

### 2.3. List Manager

Pharmacy Prescription Practices (PPP) V. 1.0 uses the List Manager utility. List Manager is a tool designed to display a list of items that the user can select to perform specific actions. See Appendix A of this manual for help in using the List Manager utility.

### 2.4. Icons

Icons that may be used to highlight key points in this manual are defined as follows.



Required security keys



Electronic Mail Messages



Integration points

*(Page added for two-sided copying.)*

### 3. Package Management

The Pharmacy Prescription Practices package provides VA medical centers with the ability to determine whether a patient has been seen at other VA facilities and to request current pharmacy information from those facilities prior to the patient appearing for a scheduled outpatient visit. Proper handling of this information is important to ensure patient confidentiality.

Per VHA Directive 10-93-142 regarding security of software, the PPP routines and data dictionaries may not be modified due to the high level of package integration.

Security keys have been added to most PPP options to ensure proper access for appropriate personnel.

### 4. Package Operation

#### 4.1. On-line Help

When the format of a response is specific, a Help message is provided for that prompt. Help messages provide lists of acceptable responses or format requirements that provide instruction on how to respond.

A Help message can be requested by typing one or two question marks. The Help message will appear under the prompt, then the prompt will be repeated. For example, if the following prompt displays:

```
Enter Last Date Of Visit: APR 30,2002//
```

and help is needed on how to answer, entering one question mark (?) will display the Help message.

```
Enter Last Date Of Visit: APR 30,2002// ?
Examples of Valid Dates:
  JAN 20 1957 or 20 JAN 57 or 1/20/57 or 012057
  T   (for TODAY),  T+1 (for TOMORROW),  T+2,  T+7,  etc.
  T-1 (for YESTERDAY),  T-3W (for 3 WEEKS AGO), etc.
If the year is omitted, the computer uses the CURRENT YEAR.
You may omit the precise day, as:  JAN, 1957
If the date is omitted, the current date is assumed.
Follow the date with a time, such as JAN 20@10, T@10AM, 10:30, etc.
You may enter a time, such as NOON, MIDNIGHT or NOW.
Seconds may be entered as 10:30:30 or 103030AM.
Enter the date the patient was last seen at that facility.
Enter Last Date Of Visit: APR 30,2002//
```

For some prompts, the system will list the possible answers from which to choose. Any time choices appear with numbers, the system will usually accept the number or the name.

## 4.2. Non-menu Background Job Options

See the Implementation and Maintenance section of the technical manual for more detailed information.

<u>Option Name</u>	<u>Suggested Run Frequency</u>	<u>Device Required</u>	<u>Remarks</u>
Prescription Practices Daily Batch Routine [PPP BATCH]	Daily	Yes	Run after clinic hours

## 4.3. Menu Options

### 4.3.1. Build/Rebuild Other Facility Xref [PPP BUILD FFX]



This option is locked with the PPP UTIL security key.



This option pulls visit information from the Master Patient Index/Patient Demographics (MPI/PD) package.

The *Build/Rebuild Other Facility Xref* option is a background task that builds a file of all patients currently registered at the medical center who have visited other VA facilities. The file contains the patient's social security number, the station number, last date of visit for each facility, and other data required for file maintenance. It is used to determine whether a PDX request should be issued prior to the patient's clinic visit and provides available data for medications prescribed at other VA facilities.

It is recommended that this routine be scheduled to run over a weekend when system activity is low.

**Example: Build/Rebuild Other Facility Xref**

Upon initial entry into the option, the program will check to see when the build was last performed. This date will be given to the user as a default starting point. The user can enter a different starting date.

```
Build Foreign Facility Cross Reference
Start searching from what date? JUL 17, 2002// T-6M (JAN 17, 2002)
```

After selection of the start date, the program checks for the last Social Security Number processed. If the build process previously ran to completion, the user will be shown the following message:

```
The last SSN processed (000456789) is the last in the file.
therefore, we will start the extract from the beginning.
```

However, if the program finds that the SSN is not the last entry, the user will be given the option of starting at that point, or starting from the beginning.

```
Do you want to start this extract at SSN : 000456789 ? NO// ?

    Answer Y and the report will commence with the next SSN.
    Answer 'N' and the process will start with the first SSN on file.

Do you want to start this extract at SSN : 000456789 ? NO// <RET>
OK, we'll start at the beginning.
```

The user will then be prompted for a start time. **It is recommended that this routine be scheduled to run over a weekend when system activity is low.**

```
When do you want to run this utility? NOW// T@2300 (JUL 16, 2002@23:00:00)
```

When the build process is completed, the user who started the option will receive a message detailing the results.

```
Subj: PHARMACY PRESCRIPTION PRACTICES [#155] 17 Jul 02 09:24 7 lines
From: POSTMASTER In 'IN' basket. Page 1 *New*
```

-----

RESULTS FROM BUILD PROCESS

```
Build Started at      : JUL 17,2002@08:57:15
Build Finished at    : JUL 17,2002@09:24:18
Last SSN processed   : 172088557
Processed 34195 out of 34195 SSNs, with 42914 site visits.
```

### 4.3.2. Edit Unresolved Domain Entries [PPP EDIT DOMAIN]



This option is locked with the PPP UTIL security key.

The *Edit Unresolved Domain Entries* option allows the user to change the domain name for all patients of a selected station who have visited other VA facilities, but whose domain names are still unresolved after using the *Build/Rebuild Other Facility Xref* option. This option is used primarily to update domain names that have been entered incorrectly.

You are prompted to enter an institution name. You may then choose to change the domain name for one, many, or all patient names that appear. The domain name must be entered in the format FACILITY NAME.MED.VA.GOV as shown in the following example.

### Example: Edit Unresolved Domain Entries

```

                                PHARMACY PRESCRIPTION PRACTICES DOMAIN EDIT UTILITY
Select INSTITUTION NAME: ALBANY      NEW YORK                                500

Edit Domain Entries           May 11, 2002 10:41:16           Page: 1 of 1
Institution: ALBANY           Default Domain:

```

Entry	Patient Name	Institution	Domain
1	PPPPATIENT,THIRTY	ALBANY	ALBANY
2	PPPPATIENT,FORTY	ALBANY	ALBANY.MED.VA.GOV

```

Enter ?? for more actions
CD Change Domain           CA Change All Domains
Select Action:Quit// CD Change Domain
Select Domain(s): (1-2): 1
Change Domain Name in entry 1 from ALBANY to ?? for choices: ??// ALBANY.MED.
VA.GOV

Edit Domain Entries           May 11, 2002 10:41:16           Page: 1 of 1
Institution: ALBANY           Default Domain:

```

Entry	Patient Name	Institution	Domain
1	PPPPATIENT,THIRTY	ALBANY	ALBANY.MED.VA.GOV
2	PPPPATIENT,FORTY	ALBANY	ALBANY.MED.VA.GOV

```

Enter ?? for more actions
CD Change Domain           CA Change All Domains
Select Action:Quit//

```

### 4.3.3. Edit Other Facility Cross-Reference [PPP EDIT FFX]



This option is locked with the PPP UTIL security key.

The *Edit Other Facility Cross-Reference* option allows the user to add, edit, delete, or expand an entry in the PPP FOREIGN FACILITY XREF file. After entering a patient name, any existing entries are displayed. An existing entry can be edited or deleted, or a new entry added. After the selected action is taken, the screen will be redisplayed showing the updates.

When editing, only the last date of visit and place of visit can be edited. When adding a new entry, the name of the institution visited and the last date of visit to that facility must be entered. The expanded selection shows all fields in the PPP FOREIGN FACILITY XREF file. Some of these fields are not editable.

#### Example: Edit Other Facility Cross-Reference

```

                                FOREIGN FACILITY XREF ADD/EDIT UTILITY

Select PATIENT NAME: PPPPATIENT,SIX    04-26-67    000123456    YES
SC VETERAN

PPP V1.0 Add/Edit DATA          Jul 23, 2002 08:14:05          Page:    1 of 1
Patient: PPPPATIENT,SIX (000123456)    DOB: APR 26, 1967

Entry Institution                Domain                                Last Visit
1   ISC REGION 1                KER.ISC-ALBANY.MED.VA.GOV    FEB 9,2002
2   BOSTON, MA                 BOSTON.MED.VA.GOV          APR 30,2002
3   BROCKTON, MA              BROCKTON.MED.VA.GOV        MAY 10,2002

Enter ?? for more actions
AE Add Entry                    DE Delete Entry
ED Edit Entry                    EE Expand Entry
Select Action:Quit// EE=1    Expand Entry

PPP V1.0 FFX DATA DISPLAY          Jul 23, 2002 08:14:05          Page:    1 of 1
Patient: PPPPATIENT,SIX (000123456)    DOB: APR 26, 1967

Entry Date   : May 19, 2002
Entry Source: MANUAL

Patient Name: PPPPATIENT,SIX          SSN: 000123456
Station: ISC REGION 1                 Domain: KER.ISC-ALBANY.MED.VA.GOV
Last Visit Date: FEB 9, 2002          Last Batch Request: NOT AVAILABLE
Last PDX Date: MAY 19,2002@16:35:18   Status: Results received

Enter ?? for more actions
Select Action:Quit// <Enter>

```

**Example: Edit Other Facility Cross-Reference continued**

```

PPP V1.0 Add/Edit DATA          Jul 23, 2002 08:14:05          Page:   1 of 1
Patient: PPPPATIENT,SIX  (000123456)      DOB: APR 26, 1967

Entry Institution              Domain                      Last Visit
1      ISC REGION 1            KER.ISC-ALBANY.MED.VA.GOV      FEB 9,2002
2      BOSTON, MA              BOSTON.MED.VA.GOV             APR 30,2002
3      BROCKTON, MA            BROCKTON.MED.VA.GOV           MAY 10,2002

      Enter ?? for more actions
AE  Add Entry                  DE  Delete Entry
ED  Edit Entry                 EE  Expand Entry
Select Action:Quit//

```

**4.3.4. Print Other Facility Cross-Reference  
[PPP PRINT FFX]**

This option is locked with the PPP UTIL security key.

The *Print Other Facility Cross-Reference* option allows various reports to be printed from the PPP FOREIGN FACILITY XREF file. Any number, a range of numbers, or ALL can be selected to print.

**Example: Print Other Facility Cross-Reference**

```

FOREIGN FACILITY CROSS-REFERENCE PRINT UTILITIES

1 - Print Cross-reference By Patient Name
2 - Print Cross-reference By Station Name
3 - Print Station Histogram
4 - Print Visit Histogram
5 - Print Data Summary

Select Range of Items or 'A' For All: A

Please wait..building display for 'Print Cross-reference By Patient Name'

```

Items 1 and 2 print the entire file, which includes patient name, SSN, and date of birth, station name, station number, domain name, and last visit date for each station listed. Item 3 prints a histogram showing each station and the number of patients from the facility that visited that station. Item 4 prints a histogram of the number of stations visited by patients from your facility. Item 5 prints a summary of statistics for the file. The "Please wait.." message will display before each selected screen is printed.

Samples of abbreviated outputs begin here and continue on the following pages.



**Example 1: Print Other Facility Cross-Reference by Patient Name**

PPP V1.0 - FFX REPORT DISPLAY		Jul 11,2002 13:29:33	Page: 1 of 1
PPP Foreign Facility Xref File by patient as of --> JUL 11,2002			
PATIENT NAME FACILITY NAME	SSN NUMBER	DOMAIN	DOB LAST VISIT
PPPPATIENT,FOUR DURHAM, NC	000-55-4321 558	APR 10, 1956 DURHAM.MED.VA.GOV	SEP 19,2001
PPPPATIENT,THREE WASHINGTON, DC	000-53-0949 688	MAR 25, 1927 WASHINGTON.MED.VA.GOV	SEP 9,2001
Enter ?? for more actions			
Select Action:Quit//			

**Example 2: Print Other Facility Cross-Reference by Station Name**

PPP V1.0 - FFX REPORT DISPLAY		Jul 11,2002 13:29:33	Page: 1 of 1
PPP Foreign Facility Xref File by station as of --> JUL 11,2002			
FACILITY NAME PATIENT NAME	SSN	NUMBER DOB	DOMAIN LAST VISIT
ALBANY PPPPATIENT,ELEVEN PPPPATIENT,THIRTY	000-22-3456 000-49-5225	500 JAN 1, 1935 MAY 5, 1955	ALBANY.MED.VA.GOV MAR 12,2002 MAY 10,2002
AUGUSTA, GA (CONS) PPPPATIENT,TEN PPPPATIENT,SEVEN	000-67-1234 000-55-6789	508 MAR 4, 1922 FEB 19, 1937	AUGUSTA.MED.VA.GOV AUG 14,2002 SEP 30,2001
Enter ?? for more actions			
Select Action:Quit//			

**Example 3: Print Station Histogram**

PPP V1.0 - FFX REPORT DISPLAY		Jul 11,2002 13:29:33	Page: 1 of 1
Pharmacy Prescription Practices Foreign Facility Histograms Stations Vs. Number Of Patients As Of --> JUL 11,2002			
359	-	- *	(1)
373	-	- *	(1)
405	-	- ***	(3)
500	-	- **	(2)
508	-	- *	(1)
518	-	- ****	(4)
Enter ?? for more actions			
Select Action:Quit//			

**Example 4: Print Visit Histogram**

```

PPP V1.0 - FFX REPORT DISPLAY      Jul 11,2002 13:29:33      Page:  1 of 1
                                     Pharmacy Prescription Practices
                                     Foreign Facility Histograms
                                     Number Of Stations Visited Vs. Number Of Patients
                                     As Of --> JUL 11,2002
-----
1      - - ***** (49)
2      - - * (1)
3      - - *** (3)
5      - - * (1)
7      - - * (1)
8      - - * (1)

Enter ?? for more actions

Select Action:Quit//

```

**Example 5: Print Data Summary**

```

PPP V1.0 - FFX REPORT DISPLAY      Jul 11,2002 13:29:33      Page:  1 of 1
                                     Pharmacy Prescription Practices
                                     Data Summary
                                     As Of --> JUL 11,2002
-----
Total Number Of Patients In Patient File.....1472
Total Patients In Other Facility Xref File.....56
Total Number Of Stations Visited.....50
Total Number Of Entries In Other Facility Xref File.....80

Total Number Of Patients With Visits To 1 Other Station.....49      (3.33%)
Total Number Of Patients With Visits To 2 Other Stations.....1      (0.07%)
Total Number Of Patients With Visits To 3 Other Stations.....3      (0.20%)
Total Number Of Patients With Visits To 5 Other Stations.....1      (0.07%)
Total Number Of Patients With Visits To 7 Other Stations.....1      (0.07%)
Total Number Of Patients With Visits To 8 Other Stations.....1      (0.07%)

Enter ?? for more actions

Select Action:Quit//

```

### 4.3.5. Display Visits To Other Facilities [PPP DISPLAY FOREIGN VISITS]

The *Display Visits to Other Facilities* option is an interactive version of the Foreign Medication Alert. The Foreign Medication Alert indicates that a patient has received medications at another VA medical center. After you enter a patient name, any visits to other facilities by that patient are displayed. Information provided might include date of last PDX, PDX status, and whether or not the pharmacy data is available. Special messages might also be displayed (see "Warning" message in example below).

You can then choose to view only the pharmacy data from the other facilities or the data from both your facility and the other facilities.

**NOTE:** This functionality has been added to two existing Pharmacy software options. They are *New Prescription Entry* and *Refill Prescriptions* options under the *Rx (Prescriptions)* menu.

#### Example: Display Visits to Other Facilities

```

                                Display Pharmacy Data from other Facilities
Select PATIENT NAME: PPPPATIENT,SIX      04-26-67      000123456      SC VETERAN

Other Facilities Visited      Apr 12, 2002 07:54:58      Page: 1 of 1
Patient: PPPPATIENT,SIX (000-12-3456)      DOB: APR 26,1967

Station      Last PDX      PDX Status      Pharmacy Data
BEDFORD, MA      UNKNOWN      NONE      NOT AVAILABLE
BOSTON OC, MA      UNKNOWN      NONE      NOT AVAILABLE
BOSTON, MA      UNKNOWN      NONE      NOT AVAILABLE
BROCKTON, MA      04/08/2002      Patient was not found      NOT AVAILABLE
ISC REGION 1      04/11/2002      Results received      AVAILABLE
Warning... PDX Name (PPPPATIENT,SIXTEEN) Does Not Equal Local Name.
SAN FRANCISCO      UNKNOWN      NONE      NOT AVAILABLE

Enter ?? for more actions
DO  Display Other Pharmacy Data      DB  Display Both Pharmacy Data
Select Action:Quit// DO      Display Other Pharmacy Data

```

**Example: Display Visits to Other Facilities (Continued)**

```

Medication Profile - Other    Apr 12, 2002 07:59:57    Page: 1 of 2
Patient: PPPPATIENT,SIX (000-12-3456)    DOB: APR 26,1967

  RX#   DRUG                               ST  QTY   ISSUED           LAST FILLED
NARRATIVE FROM ISC REGION 1
=> KNOWN DRUG ABUSER

DIS     DACARBAZINE 100MG INJ              AC  1     03/02/2002    03/03/2002
        SIG: TIGGER                        ISSUED AT ISC REGION 1 (11000)
        PROVIDER: PPPPROVIDER,NINE
4       ASCORBIC ACID 100MG TAB             AC  1     03/03/2002    03/03/2002
        SIG: AND 1 AT BEDTIME              ISSUED AT ISC REGION 1 (11000)
        PROVIDER: PPPPROVIDER,TEN
5       P AND S OINTMENT 50GM              AC  1     03/03/2002    03/03/2002
        SIG: 1D                            ISSUED AT ISC REGION 1 (11000)
        PROVIDER: PPPPROVIDER,NINE
6       DACTINOMYCIN 0.5MG INJ             AC  1     03/03/2002    03/03/2002

+       Enter ?? for more actions
Select Action:Next Screen// <Enter>

```

```

Medication Profile - Other    Apr 12, 2002 07:59:57    Page: 2 of 2
Patient: PPPPATIENT,SIX (000-12-3456)    DOB: APR 26,1967

  RX#   DRUG                               ST  QTY   ISSUED           LAST FILLED
        SIG: 1D                            ISSUED AT ISC REGION 1 (11000)
        PROVIDER: PPPPROVIDER,NINE
10      BARIUM SOLUTION 1900ML             AC  1     03/02/2002    03/02/2002
        SIG: AS DIRECTED                  ISSUED AT ISC REGION 1 (11000)
        PROVIDER: PPPPROVIDER,NINE
1024    ASPIRIN 325MG E.C. TAB             AC 100    02/16/2002    02/16/2002
        SIG: 2D                            ISSUED AT ISC REGION 1 (11000)
        PROVIDER: PPPPROVIDER,TEN

        Enter ?? for more actions
Select Action:Quit//

```

#### 4.3.6. Purge Log File [PPP PURGE LOGFILE MENU]



This option is locked with the PPP UTIL security key.

The PPP LOG file maintains a chronological history of all important events that occur while running the Pharmacy Prescription Practices software. For each event, the date, time, user, and routine are stored along with a description of the event. The *Purge Log File* option will scan the PPP LOG file and delete any records with an entry date older than the value stored in the LOG FILE RETENTION DAYS field of the PPP PARAMETER file.

The PPP LOG file should be purged at least every 30 days, as it tends to grow rapidly. If you use the *Purge Log File* option, your monitor will be locked until the purge is completed. To avoid this, you may wish to schedule this via TaskMan as a background job to run after normal hours.

#### Example Purge Log File

```
Select Prescription Practices Utilities Option: LPRG    Purge Log File
Purge entries in PPP LOG file: NO// YES

RETAINED LAST 30 DAYS, PURGED 88 RECORDS.
```

#### **4.3.7. Edit Parameter File [PPP (EDIT) PARAMETER]**



This option is locked with the PPP UTIL security key.

The PPP PARAMETER file establishes the local operating parameters for the Pharmacy Prescription Practices package. This option is used to enter/edit the PPP parameters. Below is a list of the parameters with description.

##### **Select PPP PARAMETER ONE**

One (1) is the only response which can be entered at this prompt.

##### **PRE-CLINIC SCAN DAYS**

Once each day, the Pharmacy Prescription Practices software will scan the clinic schedule for any patients in the PPP FOREIGN FACILITY XREF file who are scheduled for clinic appointments. This field determines how many days in the future to scan the appointment file. For example, if you want the software to scan for appointments one week in the future, you should enter 7 in this field.

##### **DAYS PDX DATA VALID**

If the Pharmacy Prescription Practices software finds a patient in the PPP FOREIGN FACILITY XREF file who is scheduled for a clinic appointment, it will attempt to send a PDX request to the other facilities visited by that patient. This request will not be sent if PDX data already exists for this patient, unless the data on file is older than the number of days specified in this field.

##### **PRINT CLINIC PROFILE**

The Pharmacy Prescription Practices software is capable of printing a medication profile, including both local and other facility data, for every patient scheduled for clinic on a given day. The report is enabled by setting this field to YES, and disabled by setting it to NO.

##### **PRINT ALL PROFILES**

If the PRINT CLINIC PROFILE field is set to YES, you have the option of printing profiles for all scheduled patients or only those with medication data from other facilities. To print medication profiles for all scheduled patients, set this field to YES. To print only profiles for patients with data from other facilities, set this field to NO.

##### **LOCAL STATION NUMBER**

Enter the station number of your VA medical center.

##### **PRE-CLINIC PRINT DAYS**

This field determines the number of days in advance of the clinic appointments to print the profile report. For example, if you want the report printed three days prior to the scheduled clinic appointments, enter a 3 in this field.

**Edit Parameter File parameters list (Continued)****LOGFILE RETENTION DAYS**

This field indicates the number of days you want to keep data in the PPP LOG file when using the *Purge Log File* option. For example, if you wish to retain the last ten days in the PPP LOG file, enter 10 in this field.

**XREF RETENTION DAYS**

This field indicates the number of days you want to keep data in the PPP FOREIGN FACILITY XREF file when using the *Purge Other Facility Xref* option. The data purged is based on the LAST DATE OF VISIT field. For example, if you wish to purge all entries for patients who have not been to another facility in the past year, enter 365 in this field.

**Example: Edit Parameter File**

```
Select PPP PARAMETER ONE: 1
PRE-CLINIC SCAN DAYS: 7
DAYS PDX DATA VALID: 30
PRINT CLINIC PROFILE: YES
PRINT ALL PROFILES: NO
LOCAL STATION NUMBER: 633
PRE-CLINIC PRINT DAYS: 7
LOGFILE RETENTION DAYS: 30
XREF RETENTION DAYS: 365
```

#### 4.3.8. Print Log File [PPP PRINT LOG]



This option is locked with the PPP UTIL security key.

The *Print Log File* option is used to print the entries from the PPP LOG file. The PPP LOG file contains all significant events and error conditions encountered while running the Pharmacy Prescription Practices software. This output can be used to help troubleshoot any problems that may occur with this application. A list of Log file codes and descriptions can be found in Appendix A of the Pharmacy Prescription Practices (PPP) Technical Manual.

#### Example: Print Log File

```

                                PHARMACY PRESCRIPTION PRACTICES PRINT LOG

Enter Date: 4 6 94  (APR 06, 2002)

Building display...this may take a moment

Display PPP Log                                APR 29,2002  14:25:37      PAGE 1 of 1

Data extracted for APR 06, 2002

  Date/Time                                User                                Routine
  APR 06, 2002@10:50:31                    PPPPROVIDER,ELEVEN                DEL_PPPEDT16
ENTRY DELETED  PPPPATIENT,SIX, 11000

  APR 06, 2002@10:51:47                    PPPPROVIDER,ELEVEN                EDIT_PPPEDT1
EXISTING ENTRY EDITED  PPPPATIENT,SIX, 662

  APR 06, 2002@10:54:17                    PPPPROVIDER,ELEVEN                ADD_PPPEDT14
MANUAL ENTRY ADDED TO FFX  PPPPATIENT,SIX, 11000

  APR 06, 2002@14:52:20                    PPPPROVIDER,ELEVEN                PRTBYNM
FFX PRINT STARTED

  APR 06, 2002@14:54:16                    PPPPROVIDER,ELEVEN                PRTBYNM
FFX PRINT ENDED

Enter ?? for more actions

Select Action:QUIT//

```



### 4.3.9. Initialize Statistic File [PPP INIT STAT]



This option is locked with the PPP UTIL security key.

The PPP STATISTIC file contains a set of counters whose values increase each time one of the events occurs. The *Initialize Statistic File* option will reset all of the values to zero for the following counted events.

#### TOTAL PDXS SENT

This counter indicates the total number of PDX requests generated by the Pharmacy Prescription Practices software.

#### TOTAL ALERTS ISSUED

This counter indicates the total number of alerts generated during the prescription fill/refill process. The alert notifies you that the patient who is receiving the prescription has been given medication at another facility. You are given the option of viewing the medication profiles from the other facilities or ignoring the data.

#### TOTAL ALERTS IGNORED

This counter indicates the number of times an alert is ignored.

#### TOTAL MANUAL ENTRIES ADDED

This counter indicates the number of patients who were manually added to the PPP FOREIGN FACILITY XREF file.

#### TOTAL ENTRIES DELETED

This counter indicates the total number of PPP FOREIGN FACILITY XREF file entries that have been deleted.

#### TOTAL ENTRIES EDITED

This counter indicates the total number of PPP FOREIGN FACILITY XREF file entries that were edited.

#### TOTAL NEW PATIENTS ADDED

This counter indicates the number of entries added to the PPP FOREIGN FACILITY XREF file via the *Register a Patient* registration option.

#### TOTAL PROFILES VIEWED

This counter indicates the total number of medication profiles viewed through the *Display Visits To Other Facilities* option.

### Example: Initialize Statistic File

```
Select Prescription Practices Utilities Option: Initialize Statistic File
Clear entries in PPP STATISTICS file: NO// YES

All Statistics Set To 0.

Press <Return> to continue
```

#### 4.3.10. Print Statistic File [PPP PRINT STATISTICS]



This option is locked with the PPP UTIL security key.

The *Print Statistic File* option allows you to print the contents of the PPP STATISTIC file. The PPP STATISTIC file contains a set of counters whose values increase each time one of the events occurs.

### Example: Print Statistic File

```
Select Prescription Practices Utilities Option: STAP    Print Statistic File
DEVICE: <Enter>  LAT    RIGHT MARGIN: 80// <Enter>
```

  

```
STATISTIC FILE                                AUG  5,2002  12:08    PAGE 1
-----
```

Date Initialized.....	AUG  4,2002  12:35
Total PDX's Sent.....	0
Total Alerts Issued.....	0
Total Alerts Ignored.....	0
Total Manual Entries Added.....	1
Total Entries Deleted.....	0
Total Entries Edited.....	1
Total New Patients Added.....	0
Total Profiles Viewed.....	2

  

```
LISTING COMPLETE.
```

#### 4.3.11. Purge Other Facility Xref [PPP XREF PURGE]



This option is locked with the PPP UTIL security key.

The *Purge Other Facility Xref* option will scan the PPP FOREIGN FACILITY XREF file and delete any records with a last date of visit older than the value stored in the XREF RETENTION DAYS field of the PPP PARAMETER file.

The PPP FOREIGN FACILITY XREF file should be purged each time the *Build/Rebuild Other Facility Xref* option is run. If you use the *Purge Other Facility Xref* option, your monitor will be locked until the purge is completed. This purge may also be scheduled via TaskMan to run as a background task after normal hours.

#### Example: Purge Other Facility Xref

```
Select Prescription Practices Utilities Option: XPRG    Purge Other Facility
Xref
Purge entries in PPP FOREIGN FACILITY XREF file: NO// YES
RETAINED LAST 365 DAYS, PURGED 101 RECORDS.
```

#### 4.3.12. Add/Edit Merged Sites [PPP MERGED SITE EDIT]



This option is locked with the PPP UTIL security key.

This option allows consolidated sites to be added to the PPP CONVERSION SITE file. This file prevents multiple requests from being sent to both the legacy and merged site for the same patient.

**NOTE:** This option should be assigned to the menu of the person responsible for this package.

#### Example: Add/Edit Merged Sites

```
Select OPTION NAME: Add/Edit Merged Sites    Add/Edit Merged Sites
Select LEGACY SITE: LIVERMORE.MED.VA.GOV
Are you adding 'LIVERMORE.MED.VA.GOV' as
a new PPP CONVERSION SITE (the nTH)? Y (Yes)
LEGACY SITE: LIVERMORE.MED.VA.GOV// <Enter>
MERGED WITH SITE: PALO-ALTO.MED.VA.GOV
```

*(Page added for two-sided copying.)*

# Glossary

Domain	A facility's electronic mail address.
Foreign Medication Alert	An indication that a patient has received medications at another VA medical center.
Histogram	A representation of frequency distribution by means of rectangles whose widths represent class intervals and whose areas are proportional to the corresponding frequencies.
MPI/PD	Master Patient Index/Patient Demographics
PDX	Patient Data Exchange
PDX request	Asking for an exchange of patient data between VA facilities using the MailMan electronic mail utility.
PPP	Pharmacy Prescription Practices

*(Page added for two-sided copying.)*

## Appendix A - List Manager

The List Manager is a tool that displays a list of items in a screen format and provides the following functionality.

- browse through the list
- select items that need action
- take action against those items
- select other List Manager actions without leaving the option

You can select an action and entry number by using an equals sign (=), for example:

CI=1        will process entry 1 for check in  
CI=3 4 5   will process entries 3, 4, 5 for check in  
CI=1-3     will process entries 1, 2, 3 for check in

In addition to the various actions that may be available specific to the option you are working in, List Manager provides generic actions applicable to the List Manager screen. You may enter double question marks (??) at the "Select Action" prompt for a list of all actions available.

On the following page is a list of basic List Manager actions with a brief description. This list may have been altered by the specific package you are working in. The mnemonic for each action is shown in brackets [ ] following the action name. Entering the mnemonic is the quickest way to select an action.

Action	Description
Next Screen [+]	move to the next screen
Previous Screen [-]	move to the previous screen
Up a Line [UP]	move up one line
Down a Line [DN]	move down one line
Shift View to Right [>]	move the screen to the right if the screen width is more than 80 characters
Shift View to Left [<]	move the screen to the left if the screen width is more than 80 characters
First Screen [FS]	move to the first screen
Last Screen [LS]	move to the last screen
Go to Page [GO]	move to any selected page in the list
Re Display Screen [RD]	redisplay the current screen
Print Screen [PS]	prints the header and the portion of the list currently displayed
Print List [PL]	prints the list of entries currently displayed
Search List [SL]	finds selected text in list of entries
Auto Display(On/Off) [ADPL]	toggles the menu of actions to be displayed/not displayed automatically
Quit [QU]	exits the screen



# Appendix B - Medication Profiles

## Clinic Medication Profile Sample

PPP - MEDICATION PROFILE FROM OTHER VAMC(s)					Page 1
Date Printed: 03-10-2002					
Patient: PPPPATIENT,EIGHT (000561789)				DOB: NOV 14, 1919	
=====					
NARRATIVE FROM VAMC BOSTON					
=>ALLERGIC TO IVP DYE,CODEINE(NHR:07/20/93) WATCH SCHEDULE II MEDS RENEWALS MORE FREQUENTLY THAN EACH MONTH PER DR ESTER (PJA:04/18/94)					
RX #	DRUG	ST	QTY	ISSUED	LAST FILLED
=====					
563633	LIDOCAINE	A	2	11/01/2001	11/01/2001
	SIG: USE 10CC TWICE A DAY AS D ISSUED AT BUFFALO, NY (528)				
	PROVIDER: PPPPROVIDER,SIX				
2092298D	ASPIRIN	S	30	12/28/2001	03/03/2002
	SIG: TAKE 1 TABLET EVERY DAY ISSUED AT CANANDAIGUA, NY (532)				
	PROVIDER: PPPPROVIDER,SEVEN				
2109415C	NIFEDIPINE	S	90	12/28/2001	03/03/2002
	SIG: TAKE 1 CAPSULE THREE TIME ISSUED AT CANANDAIGUA, NY (532)				
	PROVIDER: PPPPROVIDER,SEVEN				
2092299D	ISOSORBIDE DINITRATE 10 MG	S	90	12/28/2001	03/03/2002
	SIG: TAKE 1 TABLET THREE TIMES ISSUED AT CANANDAIGUA, NY (532)				
	PROVIDER: PPPPROVIDER,SEVEN				
2092300D	ISOSORBIDE DINITRATE	S	90	12/28/2001	03/03/2002
	SIG: TAKE 1 TABLET THREE TIMES ISSUED AT CANANDAIGUA, NY (532)				
	PROVIDER: PPPPROVIDER,SEVEN				
2092301D	NITROGLYCERIN	S	1	12/28/2001	03/03/2002
	SIG: DISSOLVE 1 TABLET UNDER T ISSUED AT CANANDAIGUA, NY (532)				
	PROVIDER: PPPPROVIDER,SEVEN				
2092297D	GLYBURIDE	S	30	12/28/2001	03/03/2002
	SIG: TAKE 1 TABLET EVERY DAY ISSUED AT CANANDAIGUA, NY (532)				
	PROVIDER: PPPPROVIDER,SEVEN				
2092302D	DOCUSATE 100 MG (SOFTGEL)	S	60	12/28/2001	03/03/2002
	SIG: TAKE 2 CAPSULES EVERY DAY ISSUED AT CANANDAIGUA, NY (532)				
	PROVIDER: PPPPROVIDER,SEVEN				

**Foreign Medication Profile Sample**

PPP - Medication Profile from other VAMC(s)					Page 1
Date Printed: 03-10-2002					
Patient: PPPPATIENT,SIXTEEN (000451890)					DOB: JUL 28, 1925
RX #	DRUG	ST	QTY	ISSUED	LAST FILLED
603059	ACETAMINOPHEN/PROPOXYPHENE SIG: TAKE ONE EVERY SIX HOURS PROVIDER: PPPPROVIDER,ONE	E	50	02/02/2002 ISSUED AT BUFFALO, NY (528)	02/02/2002
603057	TAPE, PAPER 1 INCH SIG: AS DIRECTED PROVIDER: PPPPROVIDER,ONE	A	3	02/02/2002 ISSUED AT BUFFALO, NY (528)	02/02/2002
603058	BACITRACIN/POLYMYXIN B SIG: APPLY TO LEFT THIGH WOUND PROVIDER: PPPPROVIDER,ONE	A	1	02/02/2002 ISSUED AT BUFFALO, NY (528)	02/02/2002
603060	INDOMETHACIN SIG: TAKE ONE THREE TIMES A DA PROVIDER: PPPPROVIDER,ONE	A	90	02/02/2002 ISSUED AT BUFFALO, NY (528)	02/02/2002
590446	ACETAMINOPHEN/PROPOXYPHENE SIG: TAKE ONE EVERY FOUR HOURS PROVIDER: PPPPROVIDER,ONE	E	30	01/05/2002 ISSUED AT BUFFALO, NY (528)	01/05/2002
590445	CIPROFLOXACIN SIG: TAKE 1 TWICE A DAY FOR TE PROVIDER: PPPPROVIDER,ONE	E	20	01/05/2002 ISSUED AT BUFFALO, NY (528)	01/05/2002
590447	INDOMETHACIN SIG: TAKE ONE THREE TIMES A DA PROVIDER: PPPPROVIDER,ONE	E	50	01/05/2002 ISSUED AT BUFFALO, NY (528)	01/05/2002
588006	TAPE, CLOTH 1 INCH SIG: AS DIRECTED PROVIDER: PPPPROVIDER,ELEVEN	A	2	12/29/2001 ISSUED AT BUFFALO, NY (528)	01/05/2002

# Index

Add/Edit Merged Sites, 21  
Appendix A - List Manager, 25  
Appendix B - Medication Profiles, 27  
  
BFFX Build/Rebuild Other Facility Xref, 1  
Build/Rebuild Other Facility Xref, 6  
  
CONS Add/Edit Merged Sites, 1  
  
Display Visits To Other Facilities, 13  
DOME Edit Unresolved Domain Entries, 1  
  
Edit Other Facility Cross-Reference, 9  
Edit Parameter File, 16  
Edit Unresolved Domain Entries, 8  
  
FFXE Edit Other Facility Cross-Reference, 1  
FFXP Print Other Facility Cross-Reference, 1  
File names and numbers, 2  
FORD Display Visits To Other Facilities, 1  
  
Glossary, 23  
  
Initialize Statistic File, 19  
Introduction, 1  
  
List Manager, 3, 25  
LPRG Purge Log File, 2  
  
Medication Profiles, 27  
Menu Options, 6  
  
Non-menu Background Job Options, 6  
  
On-line Help, 5  
Option Overview, 1  
Orientation, 3  
  
Package Management, 5  
Package Operation, 5  
PARM Edit Parameter File, 2  
PLOG Print Log File, 2  
PPP (EDIT) PARAMETER, 16  
PPP BUILD FFX, 6  
PPP DISPLAY FOREIGN VISITS, 13  
PPP EDIT DOMAIN, 8

## Index

PPP INIT STAT, 19  
PPP MERGED SITE EDIT, 21  
PPP PRINT FFX, 10  
PPP PRINT LOG, 18  
PPP PRINT STATISTICS, 20  
PPP PURGE LOGFILE MENU, 15  
PPPEDIT FFX, 9  
Print Log File, 18  
Print Other Facility Cross-Reference, 10  
Print Statistic File, 20  
Purge Log File, 15  
Purge Other Facility Xref, 21

Related Manuals, 2

STAI Initialize Statistic File, 2  
STAP Print Statistic File, 2

XPRG Purge Other Facility Xref, 2